

Custodial, Labor and Trades Group  
Maintenance and Plant Operation Series

**MAINTENANCE MECHANIC I**  
06/00 (REB)

### *Summary*

Under general supervision on assigned shift, performs refrigeration and heating and a variety of mechanical and electromechanical tasks; and performs related work as required.

### *Typical Duties*

Operates and maintains air handlers, boilers, chillers, pumps, temperature controls and fountains; reads thermostats and makes adjustments as needed to maintain uniform temperatures in building(s); checks ducts and makes adjustments to maintain an even flow of cold or hot air; checks refrigeration and heating units' gauges and makes necessary adjustments; recharges refrigeration units with specified coolants; disassembles, repairs and reassembles refrigeration, evaporative coolers, heating units and related equipment; repairs and maintains blowers, aqualators, clarifier units, digester equipment, and mixers; repairs and replaces sewage and water pumps, pipe work, valves, drive lines, motors and chlorinators; repairs and replaces bushings, bearings, sleeves, packing glands, oil columns, pumps, housings, shafts, spider bearings and pump bowls; maintains and repairs various types of pumps and valves by replacing worn out parts such as stem, wedges, discs, impeller shafts, bearings, seals and other defective parts; installs and calibrates meters on sewer and water lines; maintains and repairs sludge drags, chain sprockets, bar screens and grit chambers; maintains, repairs and replaces electrical motors, electrical equipment and components; checks electrical motors and equipment for shorts, loose connections, loss of power and overload; uses welding equipment when needed; installs and maintains fire sprinkler system; performs plumbing work, orders supplies and maintains log of work performed.

### *Minimum Qualifications*

Training and Experience: Graduation from high school or the equivalent, and two years experience in refrigeration and heating or in the operation of a water or sewage treatment plant, or related field; or an equivalent combination of training and experience.

Knowledge, Abilities and Skills: Good knowledge of: maintenance and repair procedures of refrigeration and heating equipment or sewer and water plant equipment. Some knowledge of: operating principles of a variety of mechanical and electromechanical equipment.

Ability to: understand and follow oral and written instructions; perform mechanical and electrical repair work; order supplies and keep records; establish and maintain effective working relationships with fellow employees.

Skill in the use and care of: tools and equipment of the trade.

*Licenses and Certificates:* Valid Class "C" Texas Driver's License, or equivalent from another state.

*Special Requirements:* Some positions require Environmental Protection Agency (EPA) certification for refrigeration reclamation, recovery and recycling from Type I, II and/or III appliances, as currently required by Section 608 of the Clean Air Act, within 6 months of date of appointment.

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Director of Personnel

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Department Head